

## Career Choices and Changes Pacing Guide for a 15-week or 16-week Course (3 units)

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WEEK	HOUR	ACTIVITY TITLE/CLASS DISCUSSIONS	TEXT PAGES	HOMework TO ASSIGN	OPPORTUNITIES FOR AUTHENTIC ASSESSMENT
		(see Instructor's Guide Section 4 for ideas)		(due at following class meeting)	
1	1	Welcome		Complete Registration Process M10YP	
		VIDEO - Dain Blanton introduction	xxi - xiv		
	2	LECTURE: from Workbook pages REVIEW TOPICS from pages My10yearPlan.com - REVIEW TOPICS from pages M10YP - REVIEW Account Registration Course Structure and Grading Plan <b>CHAPTER ONE</b>	1 - 3 4 - 7 inside cover		
	3	Vision + Energy = Success Envisioning Your Future	12 - 13 14	Pre-course survey Read/Complete pages 15 to 22 Complete Corresponding M10YP activities	
2	4	Why People Work	15 - 16	Read/Complete pages 22 to 37 Complete Corresponding M10YP activities	
		Everybody Works	17		
		Defining Success	18 - 19		
		Making Career Choices	20 - 21		
		<b>CHAPTER TWO</b>			
	5	Your Personal Profile	25 - 27		
	Identifying Your Passions	28 - 29	Read/Complete pages 38 to 49 Complete Corresponding M10YP activities		
	Work Values Survey	31 - 37			
6	Strengths and Personality	38 - 43			
	Your Strengths	44 - 45	Read/Complete pages 50 to 59 Complete Corresponding M10YP activities		
	Name That Skill	46 - 47			
	Skills Identification	48			
	Roles, Occupations and Vocations	49			
3	7	The Message Center	50 - 53	Read/Complete pages 60 to 72 Complete Corresponding M10YP activities	
		<b>CHAPTER THREE</b>			
		Where Are You Now? (Maslow Triangle)	56 - 59		
	8	How Do You Want to Be Remembered?	60 - 61		
		Components of Lifestyle	62 - 63		
	The Modified Maslow Triangle	66 - 69	Read/Complete pages 73 to 91 Complete Corresponding M10YP activities		
	What About Your Life?	70			
9	Your Budget - review in preparation for completing Class Room Brainstorm of a Fictional Family Budget	76 - 91			

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4	10	<b>CHAPTER FOUR</b> Your Budget	76 - 91	Read/Complete pages 93 to 94	MIDTERM Grade 10-year Plan and Portfolio - Section One
		Your Budget Profile	92	Complete Corresponding M10YP activities	
	11	What Salary Will Support This Lifestyle?	93	Read/Complete pages 95 to 103	
		Average Annual Expenditures	94	Complete Corresponding M10YP activities	
	12	In Over Your Head?	95	Read/Complete pages 104 to 115	
		Hard Times Budget	96	Complete Corresponding M10YP activities	
		Some Sample Budgets	97 - 101		
		A Few Words About Poverty	102		
		Could You Become a Poverty Statistic?	103		
5	13	Money Isn't Everything (stories)	104 - 110	Read/Complete pages 116 to 122	
		You Win Some, You Lose Some	111	Complete Corresponding M10YP activities	
		After-Hours Rewards	112 - 113		
		Commitment	114 - 115		
	14	An Investment in Education Yields Dividends...	116 - 119	Read/Complete pages 123 to 142	
		Ask Someone Who's Been There	120	Complete Corresponding M10YP activities	
		Easier Said Than Done	121		
		<b>CHAPTER FIVE</b>			
	15	Your Ideal Job	124 - 134	Read/Complete pages 143 to 149	
		Consider Your Options	135 - 137	Complete Corresponding M10YP activities	
	Employee or Employer?	138 - 139			
	What About Status?	140 - 141			
6	16	<b>CHAPTER SIX</b> Bring In Your Identity	144 - 147	Read/Complete pages 150 to 155	
		Career Research	148 - 149	Complete Corresponding M10YP activities	
	17	Career Interest Survey	150 - 155	Read/Complete pages 156 to 166	
				Complete Corresponding M10YP activities	
	18	Seeing in the Mind's Eye	156 - 157	Read/Complete pages 167 to 177	
		The Shadow Program	158 - 159	Complete Corresponding M10YP activities	
	Involve Me and I Understand	160 - 161			
	The Chemistry Test	162 - 165			

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7	18	<b>CHAPTER SEVEN</b> Identifying Choices Gathering Information Evaluating Choices Gloria's Chart Complete Decision Making Chart	169 - 170 171 172 - 175 176 177	Read/Complete pages 178 to 180 Complete Corresponding M10YP activities			
	20	Make a Decision Keeping Your Options Open	178 179	Read/Complete pages 181 to 192 Complete Corresponding M10YP activities			
	21	<b>CHAPTER EIGHT</b> Tools for Solving Problems Setting Goals and Objectives Growth and Change chart	183 - 185 186 - 190 191	Read/Complete pages 193 to 206 Complete Corresponding M10YP activities			
8	22	<b>CHAPTER NINE</b> Detours and Roadblocks intro What's Your Excuse? They Did It In Spite of.... Taking Responsibility Startling Statement Quiz	195 196 - 197 198 - 199 200 201 - 202	Read/Complete pages 207 to 215 Complete Corresponding M10YP activities		MIDTERM Grade 10-year Plan and Portfolio - Section Two	
		23	Detours and Roadblocks Stories Is It Worth Staying in School? The Economics of Bad Habits If You've Decided to Give Up Your Dream If You're a Woman If You Don't Think You Deserve It	203 - 206 207 208 - 209 210 211 - 213 214 - 215			Read/Complete pages 216 to 221 Complete Corresponding M10YP activities
			24	Guided Visualization to Conquer Fears One Step at a Time			216 - 217 218 - 221
	9		25	Yorik's 10-year Action Plan Taking Risks	222 - 223 224 - 225		Read/Complete pages 226 to 228 Complete Corresponding M10YP activities
		26		Getting Back on Track if You've Been Derailed Career Back-up Plan	226 227		Read/Complete pages 229 to 248 Complete Corresponding M10YP activities
		27	<b>CHAPTER TEN</b> Attitude is Everything The Six E's of Excellence	230 - 231 232 - 235	Read/Complete pages 249 to 257 Complete Corresponding M10YP activities		

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		Going for It... Work is an Aggressive Act You're the Boss The Employee of the Twenty-First Century A Final Note on Attitude	236 - 237 238 - 241 242 - 245 247			
<b>CHAPTER ELEVEN</b>						
10	28	Your Skills Inventory Chart	250 - 252	Read/Complete pages 258 to 261 Complete Corresponding M10YP activities		
		How to Create Your Skills Inventory Chart	253			
		The Skills of Your Chosen Career	254 - 255			
		O*Net Skills Definition	256 - 257			
	29	International Perspective	258	Read/Complete pages 262 to 266 Complete Corresponding M10YP activities		
		Embracing Technology	259			
		Flexibility	260			
	30	Have a Back-up Plan	261	Read/Complete pages 267 to 273 Complete Corresponding M10YP activities		
		Transferable Skills	262 - 263			
		Skills Development and Your Education Plan Begin Drafting Your Education Plan	264 265			
<b>CHAPTER TWELVE</b>						
11	31	Learning Plans	268	Read/Complete pages 274 to 281 Complete Corresponding M10YP activities		
		Your Learning Goal	269			
		What Is Your Motivation?	270			
		Vision+Energy = Success	271			
		Study Skills for the Self-directed Learner	272 - 273			
		Research	274			Read/Complete pages 282 to 284 Complete Corresponding M10YP activities
	...Find the Best Learning Tool or Setting	275				
	Read	276				
	Adaptions for Learning	277				
	Reflect	278				
	Recall	279				
	32	Demonstrating Your Expertise	280			
		Overcoming Performance Anxiety	280			
		Time Management	281			
		33	Your Learning Plan Rubric	282 - 283		

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<b>12</b>	34	<b>CHAPTER THIRTEEN</b> How Do You Feel About Change? Attitude and ,,, ...Experience Recongizing the Need to Change Getting Ready for Change Sometimes Change Takes Money Support Makes Change Easier Mentors Is Your Job the Real Problem? Changing Your Life Often Means Changing Your Priorities Setting Priorities So, What Do You Want?	286 - 289 290 291 - 292 293 - 294 295 296 297 298 299 300 301	Read/Complete pages 304 to 305 Complete Corresponding M10YP activities	MIDTERM Grade - Career Interest Survey updated for chosen career		
	35	Career Interest Survey Update	302 - 303 304 - 305	Read/Complete pages 306 to 308 Complete Corresponding M10YP activities			
	36	Your Plan for Making A Change	306 - 307	Read/Complete pages 309 to 319 Complete Corresponding M10YP activities			
<b>13</b>	37	<b>CHAPTER FOURTEEN</b> Making Your Move Your Skills inventory and the Job Search Process Your Resume Which Type of Resume is Best for You? Sample Resume Cover Letter Sample Cover Letter	310 311 312 313 - 315 316 - 317 318 319	Read/Complete pages 320 to 324 Complete Corresponding M10YP activities			
		38	Finding a Job Networking Social Media Your Job Hunting Website - Your Online Persona The Informational Interview	320 321 322 323 324		Read/Complete pages 325 to 336 Complete Corresponding M10YP activities	
			39	Your Skills Inventory Chart and the Interview The Job Interview Preparing for the Job Interview		325 326 327	Read/Complete pages 337 to 346 Complete Corresponding M10YP activities

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		Sample Interview Questions Job Application Dealing with Rejection Accepting a Job Making Connections	328 - 329 330 - 331 332 333 334 - 335		
<b>CHAPTER FIFTEEN</b>					
14	40	Getting the Education or Training You Need	338 - 341	Read/Complete pages 347 to 349 Complete Corresponding M10YP activities	
		Your Skills Inventory and Education Plan	342 - 343		
		My Education Plan for My Career Path	344 - 345		
		What is Your Commitment to Education?	346		
	41	Choosing A Major	346	Read/Complete pages 350 to 353 Complete Corresponding M10YP activities	
		Your Education and Training 10-year Plan	347		
		Life-long Learning Graph	348 - 349		
	42	Self-mastery Techniques	350	Read/Complete pages 354 to 363 Complete Corresponding M10YP activities	
		Delaying Gratification	350 - 351		
		Facing Fears and Anxieties	352		
		Your Plan for Overcoming Roadblocks & Solving Problem	353		MIDTERM Grade Skills Inventory & Education Plan
15	43-45	Your Action Plan for the Next 10 Years	354 - 356	Edit and finalize ONLINE 10-year Plan and Portfolio Document for grading as Final Post-course survey	
		Supporters of My Plan	357		
		My Updated Definition of Success	358		
		My Mission in Life	358		
16	46-48	FINAL - Presentations of <i>10-year Plan and Portfolio</i> Rewrite Essay on page 14: Envisioning Your Future TEST: Draw Graphic on Page xiv from memory			MIDTERM Grade 10-year Plan and Portfolio - Section Three